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Name ___________________________________________

Course ___________________ Date_______________
1. General Shop Safety

The industrial shop is a hazardous place. Students must be calm and pay attention to their actions and the actions of others working around them at all times.

*No Horseplay!*

*Walk Don’t Run!*

*No pushing, bumping or startling others!*

*Do not throw things in the shop!*

Accidents

2. Accidents occur when people are tired, rushed or under the influence of alcohol or drugs.

*If you are tired, stop and rest.*

*If you are rushed, slow down.*

*If you are under the influence of alcohol or drugs – do not work in the shop.*

3. Report all accidents or injuries to your teacher, no matter how small they may seem, so that proper first aid can be given and the dangers removed or dealt with.
4. Clutter and spills pose unnecessary hazards such as tripping, slipping, bumping into things, and dropping tools or machines from work surfaces.

5. Keep the floor and work areas clear and clean.

6. Put your tools away.

7. Store your materials and projects away safely and securely.

8. Keep aisles and exits free of obstructions at all times.

9. Set up your work area so that it is well organized, well lit, and adequately ventilated.

Emergencies

10. Note where eye wash stations are in the shop.


12. Note where the emergency power stop buttons are located.

13. Fire! Take a walk around the shop and take note where the fire extinguishers and fire blankets are.

14. Know what to use on fires.

15. **Know the Fire Drill Procedure.**

16. **Know the Earthquake Procedure.**

17. **Know the Lock Down Procedure.**
Personal Protection

18. Dress appropriately for the job.
19. Tuck in loose clothing and tie back long hair.
20. If available you should wear steel toed shoes. No sandals, flip flops or high heels.
21. Wear appropriate hearing protection while in the shop.

22. Wear eye protection while using machines, power tools, hand tools or performing any operation in the shop that could cause injury to your eyes.

23. Be aware of any chemicals used in the shop that give off dangerous vapours and use appropriate dust masks or respirators for the job being performed.

“ I agree to follow all the safety guidelines listed above.”

“ I will act accordingly and not disrupt my classmates or others while they are working in the shop.”

“ If an accident occurs, I will report it to the instructor immediately.”

Print Name ___________________________ Signature _______________________
2. **Hand Tool Safety and WHMIS**

1. Compressed air should **NOT** be used to clean clothing, except in carefully controlled circumstances where the pressure is limited to 10 psi. It should not be used for cleaning off equipment if someone could be exposed to the jet of air or to the material it expels.

2. Use a vacuum cleaner to clean clothes, machines and the shop area.

3. Only use tools that are in good working order. If a tool is dull, broken or out of adjustment, give it to your instructor or ask for permission to fix it.

4. Only use a hand tool for the job it was designed for. For example, do not use a wood chisel as a screwdriver or to open paint cans.

5. Back injuries are common among people who work in shop areas, so handle large and/or heavy materials with care using proper lifting techniques. Also make sure that you don't run into other people when you are moving things, and ensure that all large and/or heavy objects are safely and securely stored. Ask for help if materials are heavy.

6. Most accidents in school workshops involve students hands. To prevent injuries, adhere to the following rules:
   
   a) keep your hands behind the blade when using a cutting tool,
   
   b) do not use your fingers to test tools for sharpness and
   
   c) place your hand near, but not on, an object when testing for heat.

7. If the object you are working on is stable, it is less likely to slip and cause an injury; so use the vice or clamp on your workbench to secure the object. Never hold stock with one hand while trying to cut, chisel or drill it with the other hand.

8. Do not carry sharp objects such as nails, chisels, etc., in your pockets or your mouth! Carry them with the pointed end facing downward.
9. Check with the teacher before using any substance that may be harmful. If in doubt, ask. You must familiarize yourself in how things can harm you.

10. Always read the label and the Material Safety Data Sheet (MSDS), and follow the safe handling procedures before you use any product for the first time or can not remember how to use it correctly.

11. Always use the proper safety equipment and procedures. Know where all the protective equipment is kept (respirators, dust mask, gloves, face shields, etc.).

12. Make sure you find all the controlled products in the shop. Know where you can get rid of them safely and correctly. Never pour paints or solvents down the drain.

13. Store all flammable products in the flame proof cabinet in the finishing room.

14. Place all oily rags in the combustion proof waste container in the finishing room.

**WHMIS Symbols**

- Compressed Gas
- Flammable
- Oxidizer
- Poisonous
- Toxic
- Biohazard
- Corrosive
- Reactive
2. Hand Tool Safety Test

True or False?

Read each statement and circle the best response.

1. True  False  Use the correct tool for the job. Do not use a chisel as a screwdriver.

2. True  False  Oily rags can be discarded into any garbage can in the shop.

3. True  False  Paints and solvents and other flammable products should be stored in the yellow flame proof cabinet in the finishing room.

4. True  False  Never use compressed air above 10 psi to blow off your clothing.

5. True  False  Never carry sharp tools or objects in your pocket.

6. True  False  Never use your fingers to test a tool for sharpness.

7. True  False  All tools should be put away after you are finished using them.

8. True  False  If you are uncertain about how to use any tool and machinery in the shop you should always ask your teacher for assistance.

9. True  False  After you have completed your work, throw all your wood scraps and sawdust onto the shop floor.

10. True  False  In the case of an emergency remain calm and follow the safety procedures for the school.

_________________________________
Student Signature
3. **Portable Power Tool Safety**

1. Wear industrial quality eye protection when using portable power tools.

2. Wear hearing protection, ear plugs or ear mufffs, and gloves when using portable power tools.

3. Avoid loose fitting clothes when using portable power tools.

4. Do not use portable power tools which have cords that are cut, frayed, or separated from the tool housing. Such cords should be repaired before continued use.

5. Keep tools and equipment well maintained, i.e. blades and bits sharp, cords well maintained, guards in good working order, etc.

6. On all metal portable power tools make sure that a 3-pronged grounding type plug is always used.

7. When working outside always use a "Ground Fault Circuit Interrupter" (GFCI) type extension cord.

8. Do not put extension cords around your shoulders when using portable power tools.

9. Make sure that long extension cords are sufficiently large in size to carry the current (amps) necessary for the tools being used. Sufficiently large wire size in cords will help avoid large voltage drop and tool burn-out.

10. Be sure to read and become familiar with the manufacturer's recommended operating procedures and safety before using any portable power tool.

11. Check to see that the power switch is turned off before plugging in the tool.

12. Do not try to hold a small piece of material in your hand while you approach it with a power tool in the other.
Extension Cords and Amperage

Use a circuit with a ground fault interrupter when working in wet areas. (GFI)

The wire gauge and length of the extension cord must be able to handle the amps of the tool.

Find the amps (A) on the tool’s nameplate and use the chart to determine the necessary wire gauge for your extension cord length.

<table>
<thead>
<tr>
<th>Nameplate Amps</th>
<th>25'</th>
<th>50'</th>
<th>100'</th>
<th>150'</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 6 Amps</td>
<td>18</td>
<td>16</td>
<td>16</td>
<td>14</td>
</tr>
<tr>
<td>6 – 10 Amps</td>
<td>18</td>
<td>16</td>
<td>14</td>
<td>12</td>
</tr>
<tr>
<td>10 – 12 Amps</td>
<td>16</td>
<td>16</td>
<td>14</td>
<td>12</td>
</tr>
<tr>
<td>12 to 16 Amps</td>
<td>12</td>
<td>12</td>
<td>Not Recommended</td>
<td>Not Recommended</td>
</tr>
</tbody>
</table>
3. Portable Power Tool Safety Test

Name _________________________________ Date: ____________ Block ______

True or False?

Read each statement and circle the best response.

1. True  False  It is safe practice to loop the extension cord over your shoulder when using a power tool.

2. True  False  Avoid loose fitting clothes and tie back long hair when using portable power tools.

3. True  False  Make sure that the power switch is turned off before plugging in a power tool.

4. True  False  You do not need to wear gloves when using a portable grinder.

5. True  False  Never worry about others in the shop working around you. They are on their own.

6. True  False  Clamp stock while you are working on small pieces with portable power tools.

7. True  False  When using a portable power tool with a long extension cord, make sure it is large enough gauge so that voltage drop is minimized.

8. True  False  Safety glasses, hearing protection and gloves should be worn when operating the portable disc grinder.

9. True  False  To prevent seizing when drilling the operator should reduce the feed pressure when the bit is about to come through the material being drilled.

10. True  False  The purpose of moving the drill and bit up and down often when drilling deep hole is to reduce overheating the drill bit.

_________________________________
Student Signature
4. **Band Saw Safety**

1. Eye protection must be worn while operating the band saw.

2. Pay complete attention toward the work being done.

3. Always keep fingers 3 inches away from the blade.

4. **NEVER** use your thumb to push material towards the blade. Pull the material though instead.

5. **NEVER** back out of a curve cut with the machine running.

6. Use relief cuts when cutting sharp curves or irregular shapes.
7. Cutting round stock can be dangerous because it may spin when it contacts the blade. Use a “V” block while cutting small diameter cylindrical stock.

8. Use a brush or scrap piece of wood to clear small scraps and chips from the band saw table.

9. After you have finished making your cuts and the blade has come to a complete stop, lower the blade guard to the table.

10. If the blade breaks shut off the machine and notify the teacher.

11. Do not stand to the right side of the band saw. If the blade breaks it could hit you.
4. Band Saw Safety Test

Name __________________________________ Date: ____________ Block _____

True or False?

Read each statement and circle the best response.

1. True False Eye protection must be worn at all times while using the band saw.
2. True False You should never stand to the right of the band saw in case the blade breaks.
3. True False It is safe to cut large diameter cylindrical material on the band saw.
4. True False Never back out of a curved cut when the band saw is running.
5. True False You should always keep your fingers a minimum of 3 inches away from the blade.
6. True False Never talk to someone while operating the band saw.
7. True False Always lower the blade guard to the table when you have completed your cuts, shut the machine off and the blade has come to a complete stop.
8. True False Never use a “V” block when cutting small round stock, such as dowelling, on the band saw.
9. True False Use a piece of wood to bring the blade to a stop after you have turned off the band saw.
10. True False It is OK to talk to your friend while operating the band saw.

_________________________________
Student Signature
5. Spindle, Belt and Disc Sander Safety

1. Eye protection must be worn while operating any sander.

2. Pay complete attention toward the work being done.

3. Always keep fingers at least 1 inch away from abrasives.

4. Long hair and loose clothing must be confined.

5. Use moderate pressure and move the material being sanded back and forth to avoid heating and burning the wood.

6. When using the disc sander, sand ONLY on the side of the disc that is moving DOWN towards the table! Move the work along this surface so it will not burn.
7. Be careful not to allow your stock to get caught between the spindle, belt or disc and the opening in the table.

8. Hand tighten sandpaper spindles on the spindle sander. Tightening the spindles with tools will cause the spindles to bind or break in the machine.

9. Choose the correct insert for the spindle sander to minimize the space between the spindle and table.

10. Sand only clean, new wood. **DO NOT** sand work that has excess glue or finish on the surface. These materials will clog and ruin the sandpaper.

11. It is not recommended to use tools in ways they were not designed for.
5. Spindle, Belt and Disc Sander Safety Test

Name __________________________ Date: ___________ Block ______

True or False.

Read each statement and circle the best response.

1. True  False  You do not need to wear eye protection when using these sanders.
2. True  False  Move the stock across the disc, belt or spindle while sanding.
3. True  False  Several light passes are safer than one heavy one.
4. True  False  Do not sand any piece that is small or thin enough to endanger your fingers being pinched or burned by the sandpaper.
5. True  False  Make all adjustments and remove scraps with a brush after the sanders have come to a complete stop.
6. True  False  It is safe to use the disc sander when another person is already using it.
7. True  False  It is safe to sand only on the downward rotation of the disc sander.
8. True  False  Material must be held flat against the table while sanding.
9. True  False  It is OK to use the sander with a torn or damaged belt.
10. True  False  Do not leave the machine until it has come to a complete stop.

____________________________________
Student Signature
6. Scroll Saw Safety

1. Eye protection must be worn while operating the scroll saw.

2. Complete attention must be directed toward work being done.

3. Keep your fingers clear of the table.

4. Make **ALL** adjustments, repairs and change blades with the power off.

5. Insert the blade with the teeth pointing forward and down to the table.

6. Use a scrap piece of wood or a brush to clear chips. **NEVER** use your hands.

7. Lower the hold down so that it presses lightly on the material being cut before starting the saw.

8. The thicker the wood the faster the speed of the saw.

9. **DO NOT** saw stock that has an uneven surface.

10. If the blade breaks while the machine is running shut off the machine and notify the teacher immediately.

11. Before backing out of a long cut, turn the power off.

12. Hold the material firmly and feed it into the blade at a moderate speed.
6. Scroll Saw Safety Test

True or False.

Read each statement and circle the best response.

1. True   False   Eye protection must be worn at all times while using the scroll saw.
2. True   False   Hold the material you are cutting firmly and feed it into the blade gently.
3. True   False   The thicker the wood you are cutting the faster the blade to move.
4. True   False   If the blade breaks shut the machine off and notify the teacher.
5. True   False   You may use your hands to clear sawdust and small chips away from your work.
6. True   False   The blade should be inserted with the teeth pointing forward and down towards the table.
7. True   False   Always keep your fingers and hands away from the blade.
8. True   False   Never start the machine before clearing the table everything but your workpiece.

______________________________
Student Signature
7. Drill Press Safety

1. Always wear approved eye protection when using this machine.

2. Never wear gloves, a tie, loose clothing, a watch, rings, or jewelry when using a drill press.

3. Tie long hair back or secure under a cap.

4. Adjust the drill press to the correct speed.

5. Make all drill press adjustments with the power shut off.

6. Never leave the chuck key in the chuck socket.

7. Never hold small work in your hands while drilling. Clamp your material to the table or use a drill press vise to keep the drill from catching your work.
8. When drilling deep holes, frequently raise the drill bit from the hole to remove cuttings and cool the bit.

9. Never stop revolving work by grabbing it. Turn off the machine and step away.

10. Large drills should be run at slow speeds.

11. Small drills may be run at higher speeds.

12. If a drill bit binds, turn off the drill press and carefully turn drill chuck backwards by hand to free the drill bit.

13. Clean the drill press table and work area upon completion of the drilling task.

14. Choose the proper bit for the material being drilled.
7. Drill Press Safety Test

Name _______________________________ Date: ___________ Block _____

True or False.

Read each statement and circle the best response.

1. True False Eye protection must be worn at all times when operating the drill press.
2. True False It is fine to grab the chuck of the drill press to bring it to a stop as long as the power has been turned off.
3. True False Large diameter drill bits should turn at a higher speed than smaller diameter drill bits.
4. True False Clamp small pieces with a clamp or drill press vise when using the drill press.
5. True False Long hair should be tied back to prevent it from being entangled in the revolving drill bit.
6. True False Never leave the chuck key in the drill press chuck.
7. True False It is OK to talk to someone in the shop while operating the drill press.
8. True False Everyone should keep the area around the drill press free from scraps and wood chips.
9. True False It is important to choose the correct drill for the material you are drilling.

____________________________________
Student Signature
8. **Mitre Saw Safety**

1. Always wear approved eye protection when using this machine.

2. Keep protective guards in place at all times.

3. Make sure the piece to be cut is firmly against the table and fence before cutting.

4. Allow the blade to reach full operating speed before starting a cut.

5. Never hold the piece to be cut in a manner that causes your arms to cross. The majority of all cuts are made on the miter saw with the material held with the left hand on the left side of the saw while the right hand operates the machine.

6. Do not leave the machine until the blade has come to a full and complete stop.

7. Always maintain a 6” margin of safety between all body parts and the blade.

8. Remove chips, scraps and cut offs only after the blade is at a complete stop.

9. Use clamps or a vice to hold the work-piece in place secure short material without putting your hand in danger.
8. Mitre Saw Safety Test

True or False.

Read each statement and circle the best response.

1. True  False  Eye protection must be worn at all times while operating his machine.
2. True  False  Keep your hands at least 6 inches away from the blade of the mitre saw.
3. True  False  Use clamps or a vice to hold small pieces of work in place without putting your hand in danger.
4. True  False  Never cross your arms when making cuts on the mitre saw.
5. True  False  The blade must reach maximum speed before starting a cut on the mitre saw.
6. True  False  All stock being cut must be secured firmly against the fence.
7. True  False  It is OK to remove the blade guard if it interferes with the wood being cut.
8. True  False  It is Ok to walk away and leave the machine running.

_____________________________________

Student Signature
9. **Table Saw Safety**

1. Eye protection must be worn when operating the table saw.

2. Set the blade height to clear the wood by about 1/4” (4mm).

3. Never cut stock that is less than 12” (300 mm) in length.

4. Always use a push stick if your fingers will come within 6” (150 mm) of the blade.
5. Always push the stock completely past the saw blade to prevent kick back.

6. Keep your left hand far away from the saw blade when ripping.

7. Stand to the side when ripping in case of kickback.

9. No free hand cuts are allowed!

10. Always use the fence, the mitre gauge or cross cut jig to support the longest side of your work.

11. When using the mitre gauge or cross cut jig be aware of the blade passing through these devices.

12. Never reach over the blade to catch your stock. Have someone catch your stock as it comes through the table saw. Advise them they are only to catch the wood and not to pull it through.

13. Always use the guards, splitter and anti-kickback fingers unless you have authorization to remove them. If removed they must be reinstalled immediately.
9. Table Saw Safety Test

<table>
<thead>
<tr>
<th></th>
<th>True</th>
<th>False</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>True</td>
<td>False</td>
<td>Eye protection must be worn when operating the table saw.</td>
</tr>
<tr>
<td>2</td>
<td>True</td>
<td>False</td>
<td>Set the blade height to clear the wood by a minimum of one inch (25mm).</td>
</tr>
<tr>
<td>3</td>
<td>True</td>
<td>False</td>
<td>Always stand to the side of the stock being ripped to avoid being hit by kickback.</td>
</tr>
<tr>
<td>4</td>
<td>True</td>
<td>False</td>
<td>Always use a push stick if your hand could come within 6&quot; of the blade.</td>
</tr>
<tr>
<td>5</td>
<td>True</td>
<td>False</td>
<td>The stock between the blade and the fence could kick back on the operator if not pushed completely past the saw blade.</td>
</tr>
<tr>
<td>6</td>
<td>True</td>
<td>False</td>
<td>The splitter must always be used while ripping on the table saw.</td>
</tr>
<tr>
<td>7</td>
<td>True</td>
<td>False</td>
<td>Free hand cuts are allowed on the table saw.</td>
</tr>
<tr>
<td>8</td>
<td>True</td>
<td>False</td>
<td>The longest side of the stock must be supported by the fence or mitre gauge.</td>
</tr>
<tr>
<td>9</td>
<td>True</td>
<td>False</td>
<td>Never reach over the blade to catch stock being cut on the table saw.</td>
</tr>
<tr>
<td>10</td>
<td>True</td>
<td>False</td>
<td>If guards or splitters are removed to perform operations they must be reinstalled immediately after these operations have been completed.</td>
</tr>
</tbody>
</table>

_________________________________________________________________________

Student Signature
10. Jointer Safety

1. Eye protection must be worn while operating the jointer.

2. Pay complete attention toward the work being done.

3. Most jointer accidents are caused by trying to joint wood that is too small. Never joint stock that is less than 12” (300 mm)

4. Do not try to remove too much material on each pass through the jointer. There should be no reason for you to adjust the depth of cut on the jointer! If you believe it needs adjustment ask the teacher.

5. **NEVER** change the height of the out feed table.

6. Always joint with the grain. This will give you a smoother finish.
7. Check stock for staples, nails, screws and grit.

8. Look for loose knots severe checks. Defects in the wood could cause a kickback and result in injury.

9. Never position your hands directly over the cutter head. Step your hands over the cutter head. If it happened to kickback your hand could possibly drop into the knives.

10. You must use a push stick if the stock you are jointing is lower than the fence or there is any chance of your finger tips extending past the board and into the knives.
10. Jointer Safety Test

Name __________________________________ Date: ____________ Block _____

True or False.

Read each statement and circle the best response.

1. True  False  Eye protection must be worn when operating the jointer.

2. True  False  Never adjust the height of the out feed table.

3. True  False  Always check for nails, staples and screws in the wood being jointed.

4. True  False  Always joint with the grain direction.

5. True  False  Never position your hands above the cutter head of the jointer.

6. True  False  Never joint material that is less than 12 inches (300 mm) in length.

7. True  False  You must always use a push stick when jointing material if you hands could come within 6 inches of the jointer knives.

8. True  False  You must use a push stick if the stock you are jointing is lower than the fence or there is any chance of your finger tips extending past the board and into the knives.

9. True  False  Check with the teacher if you wish to adjust the infeed table.

10. True  False  It is good practice to joint end grain.

________________________________
Student Signature
11. Thickness Planer Safety

1. Eye Protection must be worn when operating the planer.

2. The planer is very loud. Hearing protection should be worn.

3. Never plane stock that is less than 12” (300 mm) in length.

4. Check grain direction to achieve a smooth cut.

5. Do not plane more than 1/8” (3 mm) per pass. One revolution of the adjustment hand wheel.

6. If shavings build up on the table shut off the machine and use a brush to clean them up. Never use your hands and never when the machine is running. Check the vacuum system and unplug if necessary!
7. Check for staples, grit or other objects in your stock.

8. The rollers in this machine push the wood down against the table hard. Tuck all loose clothing in and don’t get your fingers pinched between the wood and the table.

9. You are able to plane very thin wood but it should be placed on a backer when it is less than 3/8” (10 mm).

10. If your wood becomes stuck, turn off the machine and wait until it comes to a complete stop before lowering the table.
11. Thickness Planer Safety Test

Name ________________________________ Date: ____________ Block _____

True or False.

Read each statement and circle the best response.

1. True  False  Eye protection must be worn when operating the thickness planer.
2. True  False  It is OK to remove up to 1/2" of material per pass in the thickness planer.
3. True  False  Never plane stock that is shorter than 12” (300 mm).
4. True  False  Never allow your hands or fingers to enter the infeed area of the thickness planer.
5. True  False  Concentrate on your work. Do not allow yourself to be distracted when operating the thickness planer.
6. True  False  Do not plane to a thickness less than 3/8” (8 mm) without using a backer.
7. True  False  Grain direction has no effect on the surface finish of your wood.
8. True  False  If your wood becomes stuck, turn off the machine and wait for it to come to a complete stop before lowering the table.
9. True  False  When finished surface planing, turn off the machine and wait for it to come to a complete stop before walking away from the machine.
10. True  False  If you are unsure of how to operate any machine in the shop ask your teacher.

_________________________  ______________________
Print Name  Student Signature
12. Lathe Safety

1. Eye protection must be worn while operating the wood lathe.

2. Make sure the work is securely mounted in the lathe.

3. Check for any defects in the wood you are planning to turn.

4. Never touch or move the drive belt while the lathe is running and never run the lathe without the belt cover in place.

5. When mounting a new workpiece, check that the tool rest clears the work and that the rest is securely locked in position.

6. Use the correct chisel for the job. Hold them properly so leverage works in your favour.

7. Always work with tools that are sharp. If they need sharpening ask your teacher.

8. You should remove tool rests when sanding on the lathe.
12. Lathe Safety Test

Name ___________________________ Date: __________ Block _____

True or False.

Read each statement and circle the best response.

1. True False Eye protection must be worn when operating the wood lathe.
2. True False Check for defects before starting to turn wood on the lathe.
3. True False It is OK to slow down your wood on the lathe once you have turned the power off.
4. True False Make sure your tools are sharp when turning on the lathe.
5. True False Stand as far away from the lathe as possible when turning bowls.
6. True False Never stick your hands or fingers into the drive belts or morse tapers on the lathe.
7. True False It is safe to sand your project on the lathe with the tool rest installed.

______________________________
Student Signature
13. Router Safety

1. Wear eye and hearing protection at all times.

2. Unplug the router before changing bits. You do not want to bump the switch when your hand is on the cutter.

3. Install bits with at least 5/8" (15mm) of the shaft in the collet chuck. Any less and the bit could vibrate loose during use.

4. Make sure that the router switch is off before plugging in the router.

5. Secure the stock you are routing with a vice or clamps.

6. Never hold the stock with one hand while routing with the other.

7. Always cut against the rotation of the bit. You will have better control.

8. When you have finished your cut, let the bit come to a complete stop before you put the router down.
13. Router Safety Test

Name _______________________________ Date: ____________ Block _____

True or False.

Read each statement and circle the best response.

1. True  False  Eye protection must be worn at all times while using the router.

2. True  False  It is safe to change the router bit with the power cord plugged in.

3. True  False  Always secure your stock while routing.

4. True  False  Never hold the stock with one hand while routing.

5. True  False  Let the router come to a complete stop before placing it down on the workbench.

6. True  False  Always cut against the rotation of the bit. This will allow you to have more control of your workpiece.

7. True  False  Make certain that the router switch is in the off position before plugging the router in.

8. True  False  It is OK to use a carbide router bit that is chipped.

9. True  False  Make certain there are no nails, screws, or staples in the material you are routing.

10. True  False  Install the bits into the collet of the router at least 5/8" (15mm) deep.

____________________________________  Student Signature